

~~SECRET~~Records 5-2
Per mtg 5-1-4
FI/RI-57/1253

27 November 1957

MEMORANDUM FOR: Commander, 25X1

VIA : Chief, FI/Support Group
Chief, FI
Chief, Records Management Staff

SUBJECT : Request for Records Center Construction

1. It is requested that a "cocoon-type" wall be constructed on the inside of the south wall of the DE/P/FI/RI area in the Records Center. This wall would be used to maintain security of the area during the construction of a three foot doorway which is to join the present Records Center Building with a new addition. From a security standpoint it would be impossible to construct this doorway without isolating the interior.

2. The cocoon unit should be composed of #9-11 gauge minimum expanded metal within plywood. Such material would make the DE/P/FI/RI area dustproof and prevent observation into the area. The structure should be approximately 9 feet high, 7 feet wide and 6 feet deep. The sides could be supported by the steel shelving presently located in this area. The unit should be pre-fabricated as much as possible to reduce the manhours expended in supervising the installation. When installed the structure should be bolted to the wall. There are two drawings attached which show the proposed construction.

3. Additional security measures for the area as discussed by the DE/P/FI/RI Security Officer and the Records Center Security Officer should be as follows:

- a. The Records Center Security Officer has agreed to provide an hourly check outside of the doorway during construction.
- b. The area outside of the doorway should be illuminated by an electric light at night.
- c. In the event of unforeseen emergencies a guard will be posted at the doorway.
- d. The interior of the Records Center Building will continue to be safeguarded by an AIT System.

4. It is requested that RI be notified prior to installation of this unit or of any problems that might arise concerning the construction.

25X1

I concur in the above proposal. 25X1

Chief, RI

Attachments: As indicated above Chief, Records Management Staff

Distribution: Orig. & 1 - Addressee; 1 - FI/Support Group; 1 - Chief, FI;
1 - Chief, Records Management Staff; 1 - C/RI/PR;
1 - Chrono; 1 - RI File; 1 - RI/SO

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ORIGINAL DOCUMENT MISSING PAGE(S):

attachment missing